|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TOPIC** | | **Person (s) Responsible** | **Target Date**  **(full implementation)** | **Date Validation Data Submitted** | **WSIB Desktop Validation Complete or Incomplete Status (P/C/I)** | **WSIB Onsite Validation Required (Y/N)** | **Status Notes** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |

P = Pending (data under review by a WSIB validator or awaiting further validation of data submitted within the 60 day period)

C – Complete (submitted data validated and approved by the WSIB validator and awaiting if onsite validation will be required

I – Incomplete (submitted data not approved even after further 60 day data submission or after onsite validation)

Status Notes – after all required validations are approved (complete) enter “approved for rebate and badge recognition”

if after all the required validation, the topic is not approved (incomplete) enter “not approved carried over”

*This plan must be totally completed prior to the expiry date, incomplete topics can be carried over to the next topics action plan cycle (365 day)*